



## **National Director Application**

*Please review the following Missouri REALTORS® Policies applicable to National Director Applications.*

*Return completed application to:*  
[cara@morealtor.com](mailto:cara@morealtor.com)

### **Policy 511 – National Director**

**Section 1. Eligibility.** The National Association of REALTORS® (“NAR”) establishes the qualifications for all of its board of director members (a “National Director”). No state or local association may require additional (or less) qualifications. All candidates for National Director must complete a form (from NAR if/when mandated) which shall set forth the candidate’s qualifications, and self-certify that they meet NAR’s qualifications for serving as a National Director, are aware of and willing to perform to the NAR established performance expectations, and agree to sign an Agreement to Serve as National Director form (from NAR if/when mandated).

The State Association is allocated a certain number of National Director positions each year, based on State Association membership totals as of July 31st (“State Allocated” positions). Additionally, the State Association is also entitled to one (1) “Small Board” and one (1) “Medium Board” National Director position. Sections 2, 3 and 4 of this policy apply in those situations where an election is required of the State Association Board of Directors to fill a State Allocated, Small Board or Medium Board National Director position (collectively, a “State Association Elected National Director”). Separate from this policy and the State Association Elected National Directors, NAR makes various national director positions available on an “ex-officio” basis (e.g., DSA Recipients, Past NAR President, RVP). Certain national director positions are also separately allocated to (and chosen by) their respective “Large Board” and “Large Firm” representatives.

**Section 2. Candidates.** When one or more opening exists for a State Association Elected National Director, candidates shall be solicited and accepted from all applicable Member Boards. All forms required by Section 1 of this policy must be received by the State Association not less than thirty (30) days prior to the last regularly scheduled Board of Directors meeting of the calendar year. Staff will promptly review all completed forms and shall confirm only those candidates who meet the qualification requirements set forth in Section 1 above for consideration by the Board of Directors. Nominations will not be received from the floor.

**Section 3. Election.** During the last regularly scheduled Board of Directors meeting of the calendar year, the State Association Board of Directors will elect State Association Elected National Directors for the next ensuing National Director term. The number of National Directors elected will be sufficient to fill the expected vacancies based on NAR allocations existing as of the date of the election (“Expected National Director Vacancies”). The election shall be by written or electronic ballot and State Association Directors shall be allowed to vote for any number of nominees on the ballot up to the number of Expected National Director Vacancies. Except as set forth in the following



two paragraphs, the candidate(s) who receive the most votes will be designated as the National Director(s) to fill the Expected National Director Vacancy(ies). The actual vote count shall be available after the Board of Directors meeting to all candidates.

To accommodate the two (2) ("Small Board" and "Medium Board") mandatory National Director positions, it is the intent of this Policy to continue with the goal of designating the persons receiving the most votes as the State Association's Elected National Directors to the full extent possible, but modified as necessary to comply with NAR requirements regarding the Small and Medium Board mandatory positions as aforesaid. Accordingly, for those years in which there will be a new term opening in a "Small" or "Medium" Board National Director position, in determining who shall serve, Staff will work down the elections result list (by highest vote count), based on the candidate's primary board membership, until all seats are filled (all as further exemplified below).

If the person receiving the most votes is primary to a "Large Board," they will fill the first generally available State Allocated National Director position. If they are primary to a "Small" or "Medium" Member Board, they will fill that mandatory position. If the person receiving the next most votes is primary to a "Large Board," then unless and until all generally available State Allocated National Director positions have been filled, they will fill that seat. If all generally available State Allocated National Director positions have already been filled, then they will be passed over in favor of the candidate from a "Small" or "Medium" Member Board (as the case may be) who received the next highest number of votes. Once both the "Small" and "Medium" Member Board mandatory positions are filled, any remaining generally available State Allocated National Director position will be filled according to the highest vote count list without regard to the candidate's primary board membership size until all open seats are filled.

#### **Section 4. Additions/Reductions in National Director Allocations.**

(a) If, after the election described in Section 3, NAR increases the number of the State Association's State Allocated National Directors, the State Association shall designate the highest vote recipient from the pool of candidates who were not elected in the original election for National Director to fill the additional State Allocated National Director position. If there are multiple additional State Allocated positions, this process will be repeated until they are filled. If the number of candidates in the above referenced pool is not sufficient to fill the additional State Allocated National Director positions, then those positions shall be filled by virtue of an appointment to be made by the State Association's Leadership Team as it deems fit.

(b) If, after the election described in Section 3, NAR decreases the State Association's State Allocated National Directors to a number less than the Expected National Director Vacancies for the following calendar year ("National Director Reductions"), the National Director elected most recently pursuant to Section 3 who received the least number of votes will lose their designation as National Director. If there are multiple National Director Reductions, this process will be repeated until the number of State Allocated National Directors is equal to NAR's allocation.



**Section 5. Vacancies.** Any vacancy that may arise in the position of a State Association Elected National Director for any reason (e.g., by resignation or otherwise and specifically including any vacancy created due to applicable NAR requirements, such as a change in size of a “Small” or “Medium” Member Board) shall be filled by virtue of an appointment to be made by the State Association’s Leadership Team as it deems fit for the balance of the remaining National Director term, provided however, that any such nominee shall meet all applicable NAR criteria, sign all forms and agree to all terms as set forth in Section 1.

**Section 6. Term.** The term of office for all State Association Elected National Directors is three (3) years.

### **Policy 512 – Meeting Attendance by National Directors**

**Section 1.** In addition to the eligibility requirements set forth in this Policy Statement, every State Association National Director must satisfy all performance expectations attendant to serving as a National Director as may be required by NAR from time to time (e.g., service and meeting attendance requirements). Any State Association Elected National Director vacancy that may arise as a result of a failure to comply with any NAR performance expectation requirement shall be filled in accordance with the provisions of Policy 470.

**Section 2.** All State Association National Directors are expected to monitor other committees as requested by the State Association. **Section 3.** All State Association National Directors shall be required to attend all Missouri caucus meetings at NAR Meetings, together with any NAR Director Meeting called during any State Association meeting, unless an Excused Absence Report is approved of by the State Association Leadership Team pursuant to the procedures set forth at §7 of Article VI.

**Section 4.** All State Association National Directors shall be reimbursed for attending and voting at duly called NAR meetings upon receipt of a completed State Association National Committee Report form and itemized request for reimbursement with supporting receipts. Travel-related costs will not be reimbursed for those attending virtually. Said amount of reimbursement shall be subject to a maximum trip limit (approved annually by the State Association Board of Directors) and otherwise as set forth in Policy 444.



**Resume for National Director**  
(MUST BE TYPED)

**Name** \_\_\_\_\_

**Company** \_\_\_\_\_

**Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Local Board/Association** \_\_\_\_\_

**Membership:** (Check one) ☐ Designated REALTOR® ☐ REALTOR® ☐ REALTOR-ASSOCIATE®

**Real Estate Background** (Date licensed, experience, advanced education, etc.)

**Local Board Involvement** (Date joined, offices held, honors received, etc.)

**State Association Involvement** (Offices held, honors received, etc.)

**I submit this application on behalf of the members of our Local Board/Association of REALTORS®.**

\_\_\_\_\_  
Nominated Director (Print Name)

\_\_\_\_\_  
Nominated Director Signature      Date

\_\_\_\_\_  
Nominated Director Email Address

\_\_\_\_\_  
Nominated Director's Local Board/Association

\_\_\_\_\_  
Board/Association President (Print Name)

\_\_\_\_\_  
Board/Association President Signature      Date



**NATIONAL DIRECTOR  
Agreement to Serve**

By my signature below, I acknowledge that I have been nominated to serve as a Director of the NATIONAL ASSOCIATION OF REALTORS® by the Missouri REALTORS® (“State Association”), and if elected, I agree:

To keep myself informed of the issues facing the NATIONAL ASSOCIATION OF REALTORS® and to seek the opinions of REALTORS® and REALTOR-ASSOCIATES® in Missouri and throughout the nation regarding these issues.

To apply to serve on at least one NATIONAL ASSOCIATION OF REALTORS® committee or subcommittee, to monitor other committees as requested by the State Association to provide the State Association with reports on the actions of those committees.

To represent the consensus of the opinions of REALTORS® and REALTOR-ASSOCIATES® in Missouri to the best of my ability in my voting and public positions on the Board of Directors of the NATIONAL ASSOCIATION OF REALTORS®.

To uphold and support decisions made by the Board of Directors of the NATIONAL ASSOCIATION OF REALTORS® as expressed by the will of the majority.

To use my best efforts to fulfill the attendance provisions of the Bylaws and Policy of the State Association, including attendance at National Director meetings of the NATIONAL ASSOCIATION OF REALTORS® and all meetings of the Missouri National Directors Caucus. Furthermore, I authorize the State Association to notify the NATIONAL ASSOCIATION OF REALTORS® of my resignation if I fail to meet the provisions of the Missouri Constitution, Bylaws, and Policy.

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Applicant’s Signature

Date